

Position Description

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| Position Title: | Youth Mental Health Access Project Officer |
| Employment Type: | Full-time to 30 June 2026 |
| Hours of Work: | 1 FTE |

About the Mental Health Council of Tasmania:

The Mental Health Council of Tasmania (MHCT) is the peak body representing the mental health and wellbeing needs of all Tasmanians, and the community organisations that work with and support them. We work closely with the government to amplify the voices of our members and Tasmanian communities, to provide input into public policies and programs. We advocate for reform and improvement within the Tasmanian mental health system.

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| Our purpose: | Strengthen and advocate for our communities and service providers to support the mental health and wellbeing of all Tasmanians. |
| Vision: | Every Tasmanian has access to the resources and support needed for good mental health and wellbeing |
| Values: | Compassionate and respectful, collaborative, and supportive, responsive, and adaptive, leading, and engaging |

Position Summary:

The Youth Mental Health Access Project Officer is responsible for the development and delivery of a youth peer training program, resources and presentations which are evidence based, codesigned and builds on existing peer training and supports the growth of a youth peer workforce. The Youth Mental Health Access Project Officer will work with young people and school communities to design and deliver peer-led mental health and wellbeing activities that increase mental health literacy and understanding. Intrastate travel will be required.

Relationships:

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| Reports to: | Mental Health and Wellbeing Coordinator |
| Direct reports: | Nil |



Duties and Responsibilities:

- Work with key stakeholders to promote the use of common language around mental wellbeing and understanding of a youth peer model.
- Coordinate and facilitate consultations with stakeholders which consider and include young people.
- Coordinate and increase engagement with existing regional mental health youth service networks to improve access and support program design and provision.
- Work with young people to design a youth peer training program (based on the Take a minute campaign) which is evidence based, codesigned and builds on existing peer training and supports the growth of a youth peer workforce.
- Work closely with project researchers and the MHCT team in the development of resources and presentations.
- Deliver youth focused training in an engaging, respectful and inclusive way to be used across school communities.
- Work with school communities to deliver mental health and wellbeing activities – including testing and engaging with levels of care (IAR)
- Develop youth friendly resources for distribution across school communities which includes students, parents, and teachers.
- Support and implement policies and procedures which relate to youth training participation and support.
- Monitor and review training content, delivery, and participant feedback to ensure continuous quality improvement.
- Support researchers in collecting data for evaluation.

Required Skills and Personal Attributes:

This position would suit an outgoing, friendly project officer who has demonstrated experience working with young people, and in the development and facilitation of training. Intermediate Microsoft Office skills, excellent organisation and time management skills are essential, together with the ability to work independently and as part of a small team.

Key Performance Indicators:

- Common language around mental wellbeing and understanding of a youth peer model is promoted across school communities.
 - Consultations with stakeholders and young people are well coordinated and facilitated.
 - Regional youth service network meetings are well coordinated and have demonstrated growth in attendance and engagement.
 - Resources and presentations are codesigned and evidence based.
 - The youth peer training program is evidence based and builds on existing peer training to support the growth of a youth peer workforce.
 - Training is developed that is engaging, respectful and inclusive.
 - Mental health and wellbeing activities and IAR education across school communities are supported
 - Resources are developed for distribution across school communities within the required timeframes.
 - Training participation policies and procedures are supported and implemented to improve training outcomes.
 - The Take a minute campaign is reviewed and redesigned for promotion across school communities.
 - Training content, delivery, and participant feedback are regularly monitored and reviewed to ensure continuous quality improvement.
 - Data collection which supports evaluation is undertaken within the required timeframes.
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Selection Criteria:

Essential criteria:

- Demonstrated experience in the development and delivery of training
- Demonstrated experience in engaging and working with young people, people with lived experience and representative bodies.
- A thorough understanding of the concept and practice of codesign principles
- A good understanding of the Tasmanian Mental Health sector
- Excellent communication skills to communicate and engage with consumers, carers and staff at all levels within the mental health sector.
- Experience in building and maintaining stakeholder relationships and partnerships.
- Demonstrated experience in stakeholder consultations and consolidating feedback.
- Excellent written and oral communication skills

July 2024